

B75A01
General Assembly of Maryland

Operating Budget Data

(\$ in Thousands)

	<u>FY 14</u> <u>Actual</u>	<u>FY 15</u> <u>Working</u>	<u>FY 16</u> <u>Allowance</u>	<u>FY 15-16</u> <u>Change</u>	<u>% Change</u> <u>Prior Year</u>
General Fund	\$78,353	\$82,328	\$85,251	\$2,923	3.6%
Adjusted General Fund	\$78,353	\$82,328	\$85,251	\$2,923	3.6%
Adjusted Grand Total	\$78,353	\$82,328	\$85,251	\$2,923	3.6%

Note: The fiscal 2015 working appropriation reflects deficiencies and the Board of Public Works reductions to the extent that they can be identified by program. The fiscal 2016 allowance reflects back of the bill and contingent reductions to the extent that they can be identified by program.

- The fiscal 2016 allowance increases by \$2.9 million, or 3.6%, primarily due to increases in personnel expenses. The budget appropriated is all general fund supported.

Personnel Data

	<u>FY 14</u> <u>Actual</u>	<u>FY 15</u> <u>Working</u>	<u>FY 16</u> <u>Allowance</u>	<u>FY 15-16</u> <u>Change</u>
Regular Positions	748.00	749.00	749.00	0.00
Contractual FTEs	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Personnel	748.00	749.00	749.00	0.00

Vacancy Data: Regular Positions

Turnover and Necessary Vacancies, Excluding New Positions	19.92	2.66%
Positions and Percentage Vacant as of 1/1/15	n/a	n/a

- The personnel complement remains unchanged in the fiscal 2016 allowance.

Note: Numbers may not sum to total due to rounding.

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Recommended Actions

1. Concur with the budget as approved by the Legislative Policy Committee.

B75A01
General Assembly of Maryland

Operating Budget Analysis

Program Description

The General Assembly of Maryland (MGA) is the Legislative Branch of State government. Separate budgets are provided for the Senate, comprised of 47 members; the House of Delegates, comprised of 141 members; leadership, committee, and member staff support; and general expenses shared by both chambers.

The Department of Legislative Services provides nonpartisan staff support to the legislature. The department has four offices: the Office of the Executive Director; the Office of Legislative Audits; the Office of Legislative Information Systems; and the Office of Policy Analysis.

Proposed Budget

The general fund budget increases \$2.9 million for fiscal 2016, as shown in **Exhibit 1**. Personnel expenses add a net \$2.8 million with increases driven by employee and retiree health insurance. The cost-of-living adjustment and merit increases were already annualized in the fiscal 2015 budget, so a \$2.2 million decrease is shown in the allowance. MGA adopted the General Assembly Compensation Commission's recommendation to increase the members' in-district travel allowance from \$500 to \$750 per member and reflects a \$66,073 increase from the working appropriation.

Exhibit 1
Proposed Budget
General Assembly of Maryland
(\$ in Thousands)

How Much It Grows:	<u>General</u> <u>Fund</u>	<u>Total</u>
Fiscal 2014 Actual	\$78,353	\$78,353
Fiscal 2015 Working Appropriation	82,328	82,328
Fiscal 2016 Allowance	<u>85,251</u>	<u>85,251</u>
Fiscal 2015-2016 Amt. Change	\$2,923	\$2,923
Fiscal 2015-2016 Percent Change	3.6%	3.6%

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Where It Goes:

Personnel Expenses

Employee and retiree health insurance	\$980
Employee retirement.....	879
Other fringe benefit adjustments.....	125
Net annualized cost-of-living adjustments and merit increases	857

Other Changes

Department of Budget and Management Enterprise budget system.....	97
General Assembly Compensation Commission travel increase.....	66
Unisys-Mapper information technology (IT) consult	50
Library book supplies	35
Maintenance for printer and Archiverwriter	31
Print shop area upgrades and replacement digital duplicator.....	17
Eastern Regional Conference funds.....	-25
Network management and optimization systems.....	-50
Elimination of unneeded contractual IT full-time equivalent.....	-128
Other miscellaneous changes	-11

Total **\$2,923**

Note: Numbers may not sum to total due to rounding. The fiscal 2015 working appropriation reflects deficiencies and the Board of Public Works reductions to the extent that they can be identified by program. The fiscal 2016 allowance reflects back of the bill and contingent reductions to the extent that they can be identified by program.

Cost Containment

In fiscal 2016, the Administration has implemented several across-the-board reductions. This includes a general 2% reduction, elimination of employee increments, and a revision to the salary plan, which reflects the abolition of the 2% general salary increase provided on January 1, 2015. As a separate branch of government, the General Assembly of Maryland is not subject to these reductions; however, the Governor did assume a general fund reversion of \$938,000 from the MGA. This amount is equal to the 2% general salary increase. DLS has included a recommendation to reduce the MGA budget by \$937,858 in the Department of Budget and Management (DBM) Personnel analysis to recognize this savings. In recognition that agencies are being reduced by 2% across-the-board there is also a recommended general fund reduction of \$311,740 applied to the MGA budget in the DBM – Secretary analysis. No funds were budgeted in the MGA budget for salary increments. Similar reductions are offered in both analyses, which apply to the Judiciary budget.

Recommended Actions

1. Concur with the budget as approved by the Legislative Policy Committee.

Current and Prior Year Budgets

Current and Prior Year Budgets **General Assembly of Maryland** (\$ in Thousands)

	<u>General Fund</u>	<u>Special Fund</u>	<u>Federal Fund</u>	<u>Reimb. Fund</u>	<u>Total</u>
Fiscal 2014					
Legislative Appropriation	\$80,464	\$0	\$0	\$0	\$80,464
Deficiency Appropriation	-1,996	0	0	0	-1,996
Budget Amendments	675	0	0	0	675
Reversions and Cancellations	-789	0	0	0	-789
Actual Expenditures	\$78,353	\$0	\$0	\$0	\$78,353
Fiscal 2015					
Legislative Appropriation	\$81,859	\$0	\$0	\$0	\$81,859
Cost Containment	0	0	0	0	0
Budget Amendments	469	0	0	0	469
Working Appropriation	\$82,328	\$0	\$0	\$0	\$82,328

Note: Numbers may not sum to total due to rounding. The fiscal 2015 working appropriation does not include January 2015 Board of Public Works reductions and deficiencies.

Fiscal 2014

In fiscal 2014, the total budget for MGA decreased by \$2.1 million. An increase of \$674,796 by budget amendment reflects a general fund increase for the 3% general salary increase. The appropriation was reduced by \$2.0 million in negative deficiencies due to reductions in health insurance, retirement, and the State personnel system allocation. The agency reverted \$788,751 to the general fund.

Fiscal 2015

The fiscal 2015 working appropriation for MGA has increased by \$468,929 over the legislative appropriation, reflecting general funds for employee increments and the 2% general salary increase.

**Object/Fund Difference Report
General Assembly of Maryland**

<u>Object/Fund</u>	<u>FY 14 Actual</u>	<u>FY 15 Working Appropriation</u>	<u>FY 16 Allowance</u>	<u>FY 15 - FY 16 Amount Change</u>	<u>Percent Change</u>
Positions					
01 Regular	748.00	749.00	749.00	0.00	0%
Total Positions	748.00	749.00	749.00	0.00	0%
Objects					
01 Salaries and Wages	\$ 59,968,543	\$ 66,824,141	\$ 69,664,205	\$ 2,840,064	4.3%
02 Technical and Spec. Fees	1,220,800	1,331,790	1,193,790	-138,000	-10.4%
03 Communication	557,009	554,400	547,050	-7,350	-1.3%
04 Travel	2,771,698	3,455,507	3,518,520	63,013	1.8%
06 Fuel and Utilities	4,954	5,000	5,600	600	12.0%
07 Motor Vehicles	24,644	33,456	23,259	-10,197	-30.5%
08 Contractual Services	5,758,699	7,369,107	7,469,874	100,767	1.4%
09 Supplies and Materials	996,855	1,302,335	1,326,400	24,065	1.8%
10 Equipment – Replacement	6,456,939	910,000	926,595	16,595	1.8%
11 Equipment – Additional	9,036	1,500	500	-1,000	-66.7%
13 Fixed Charges	466,928	449,669	480,419	30,750	6.8%
14 Land and Structures	117,293	91,500	95,000	3,500	3.8%
Total Objects	\$ 78,353,398	\$ 82,328,405	\$ 85,251,212	\$ 2,922,807	3.6%
Funds					
01 General Fund	\$ 78,353,398	\$ 82,328,405	\$ 85,251,212	\$ 2,922,807	3.6%
Total Funds	\$ 78,353,398	\$ 82,328,405	\$ 85,251,212	\$ 2,922,807	3.6%

Note: The fiscal 2015 working appropriation does not include January 2015 Board of Public Works reductions and deficiencies. The fiscal 2016 allowance does not reflect contingent or across-the-board reductions.

**Fiscal Summary
General Assembly of Maryland**

<u>Program/Unit</u>	<u>FY 14 Actual</u>	<u>FY 15 Wrk Approp</u>	<u>FY 16 Allowance</u>	<u>Change</u>	<u>FY 15 - FY 16 % Change</u>
01 Senate	\$ 11,734,856	\$ 12,215,120	\$ 12,675,116	\$ 459,996	3.8%
02 House of Delegates	22,403,433	22,606,378	23,846,549	1,240,171	5.5%
03 General Legislative Expenses	1,017,063	1,018,978	1,026,097	7,119	0.7%
04 Office of The Executive Director	10,735,980	11,223,272	11,559,403	336,131	3.0%
05 Office of Legislative Audits	11,974,568	13,220,467	13,627,031	406,564	3.1%
06 Office of Legislative Information Systems	4,889,460	5,178,013	5,210,551	32,538	0.6%
07 Office of Policy Analysis	15,598,038	16,866,177	17,306,465	440,288	2.6%
Total Expenditures	\$ 78,353,398	\$ 82,328,405	\$ 85,251,212	\$ 2,922,807	3.6%
General Fund	\$ 78,353,398	\$ 82,328,405	\$ 85,251,212	\$ 2,922,807	3.6%
Total Appropriations	\$ 78,353,398	\$ 82,328,405	\$ 85,251,212	\$ 2,922,807	3.6%

Note: The fiscal 2015 working appropriation does not include January 2015 Board of Public Works reductions and deficiencies. The fiscal 2016 allowance does not reflect contingent or across-the-board reductions.